

# Advertising Signs, Goods on Display & Footpath Dining Application

Application FEE- \$65.50 Renewal FEE- \$21.50 – 2024-25

## BUSINESS DETAILS

BUSINESS NAME \_\_\_\_\_

APPLICANT NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

PHONE (BH) \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

TRADING HOURS from \_\_\_\_\_ to \_\_\_\_\_

## GOODS ON DISPLAY / ADVERTISING SIGNAGE / FOOTPATH DINING DETAILS

 New application - \$65.50  Renewal application - \$21.50

 Site plan of the location and layout of the proposed item/s attached

 ITEM(S) TO BE DISPLAYED \_\_\_\_\_  
 (e.g. A-frame, table of goods, clothes rack, dining table & chairs)

 LOCATION OF DISPLAY \_\_\_\_\_  
 (if different from business address) \_\_\_\_\_

## IMPORTANT INFORMATION

- A copy of your Public Liability Insurance Certificate of Currency with a minimum cover of \$10 million must be attached. Please confirm by ticking the box.
- The responsibility to renew the permit prior to its expiry date rests with the permit holder.
  - We retain the right to review this permit in the event of any change in circumstances surrounding the approval or location. Any failure to comply with the conditions of the permit could result in the permit being cancelled.

## SIGNATURE

I, \_\_\_\_\_ (name) hereby apply for a permit for the item(s) shown in the attached site plan to be placed on the footpath outside my premises. I agree to abide by the permit terms and conditions.

I also agree to indemnify the Council and its staff and keep them indemnified against any and all liability (including liability in negligence) and claims, damages, loss, expense and cost in connection with the placement of advertising signs and/or goods within the trading zone.

Signature

Date

## HOW WOULD YOU LIKE TO RECEIVE YOUR PERMIT

 WILL COLLECT  MAILED  EMAILED 

### Information Privacy

The personal information requested on this form is being collected by Council for the purpose of issuing a permit for placement of goods on display and advertising signs. The personal information will be used by Council for that primary purpose or directly related purposes. The information may also be used to update Council's customer databases to assist Council in discharging its functions or providing services. The personal information collected will not otherwise be disclosed unless permitted or required by law. If the information is not collected we are unable to process your application and provide the service sought by you. Requests for access to and/or amendment of personal information should be made to Council's Privacy Officer.

## PAYMENT OPTIONS

### CONTACT US

Phone **03 5760 2600** to make a credit card payment over the phone.

Email [council@benalla.vic.gov.au](mailto:council@benalla.vic.gov.au)

### IN PERSON

Visit the Council's Customer Service Centre at **1 Bridge Street East, Benalla**

### MAIL

Send this application back to us with a cheque for the full amount made payable to **Benalla Rural City Council, PO BOX 227, BENALLA VIC 3671**

OFFICE USE

Date received

Receipt number

Cashier